



1 Circus Road
Greensboro, VT 05841
802-533-7443
tour@smirkus.org

TITLE: TOUR HEAD OF BLEACHERS

Department: Tour	Staffing Classification: Seasonal
Reports To: Head of Tents	FLSA Status: Exempt
Date Approved: 2/14/25	Pay: \$900-\$1000/wk

JOB SUMMARY:

Responsible for the supervision of the safe and efficient set-up and tear-down and transportation of seating units. Provide labor for efficient, safe setup, maintenance and take down of all tents and provide support for show work calls.

ESSENTIAL FUNCTIONS:

(Majority of duties, but not meant to be all-inclusive nor prevent other duties from being assigned as necessary.)

- Develop a safe and efficient procedure for the set-up and tear-down of the seating units.
- Supervise staff in the set-up and tear down procedure.
- Ensure the safety of the seating units while in use.
- Make necessary repairs and perform general maintenance to seating units.
- Recommend changes and modifications in the seating units and their transportation to allow for a more efficient set-up and tear-down.
- Assist in the set-up of the Big Top and support tents.
- Work show and show related maintenance duties when assigned by the Tour General Manager.
- Provide assistance during rehearsal and on tour to accomplish non-tent related duties.
- Ability to work at heights.
- Must be able to lift at least 100 pounds.
- Assist in the set-up and tear down of back lot at the discretion of the Tour General Manager. Duties may include but are not limited to: Setting and leveling bunkhouses, running hoses and electrical cords, setting up dishwashing station, setting up picnic tables and dining tent.
- Drive company vehicle.
- Other jobs as needed.

WORKING CONDITIONS:

(Typical working conditions associated with this type of work and environmental hazards, if any, that may be encountered in performing the duties of this position.)

- Internal: Work is normally conducted in an office environment.
- External: Work requires travel throughout Vermont and surrounding states in preparation for and while on summer tour.

PHYSICAL DEMANDS:

(The physical effort generally associated with this position.)

Work involves standing, walking, bending, kneeling, reaching, stooping, and other physical activities consistent with setting up heavy equipment. Work may include lifting, carrying, or moving objects and equipment weighing over 100 pounds.

SUPERVISION:



Supervision is received from Head of Tents.

PERIOD OF EMPLOYMENT:

This is an approximately three-month seasonal position, May 24 - August 27, 2025.

To be considered for this position, please contact jobs@smirkus.org.

Interested parties please include:

- In the subject line, put "TOUR" in all caps and the job title that you are applying for
- Cover letter
- Resumé

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Circus Smirkus celebrates all types of peoples, cultures, and skills to showcase the multifaceted triumph of human abilities, particularly among our youth population. Joining Circus Smirkus – as a participant, an employee, a volunteer, or an audience member – means you belong. And to all who join, Smirkus asks for you to embrace our values and to help us create joy and magic for everyone who encounters a Smirkus program. We commit to providing everyone equal opportunity to shine— both in and out of the ring.